



# City of Parma, Ohio

**TIM DeGEETER**  
MAYOR



1440 Rockside Road, Suite 306  
Parma, Ohio 44134

**PUBLIC HOUSING**

Phone: 216-661-2015  
Fax: 216-661-2021

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RESPONSE TO QUESTIONS: RFP – FEE ACCOUNTING SERVICES – PUBLISHED WEDNESDAY,  
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## ADDENDUM II

### QUESTIONS/RESPONSES

1. Is this solicitation being conducted as a normal business matter or were there issues with current vendor?
  - A. This is a normal procedure and there are no issues currently.
2. Would you like the responses quoted in hourly rates or in another manner?
  - A. The quote should be provided based on your decision.
3. Please explain under SOP (scope of work) 2.1.2.6 assist in preparation of payroll .....
  - A. The City of Parma prepares the total payroll bill quarterly. It will be the responsibility of the Fee Accountant to determine which program costs are charged to for reimbursement to the City.

Priscilla Pointer-Hicks  
Executive Director